

CALIFORNIA LUTHERAN UNIVERSITY

**SCHOOL OF EDUCATION
GRADUATE ADMISSION CHECKLIST
Counseling & Guidance
Educational Leadership**

To apply to graduate and credential programs you must submit a complete application packet by the following dates:
August 1st (Fall Admission), **December 1st** (Spring Admission), **May 1st** (Summer Admission)

Complete and collect **all** required admissions materials and submit to:

California Lutheran University-School of Education
Graduate Student Services
60 West Olsen Road #4100
Thousand Oaks, CA 91360-2700

- Completed Application Form
 - \$50 Application Fee (please make checks payable to CLU)
 - Official transcripts verifying bachelor's degree and any graduate work
 - Personal Statement
 - Three Recommendation Forms
 - Petition to Waive the GRE or GRE Scores
 - *CBEST Exam scores or proof of registration for the CBEST/Copy of current credential
(*Counseling and Guidance PPS program Only)
 - * Completed Certificate Livescan form/Copy of current credential
(* Counseling and Guidance PPS program Only)
- If you hold any teaching or services credential, please include a copy with your packet.

I have included all of the above required materials for admission to CLU.

Name _____ Date _____

Cut along dotted line and submit checklist with your application materials in the envelope provided.

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Please be advised of the following procedural steps that will occur after you have submitted your application.

- After all application materials have been received and processed, you will be contacted to set up an appointment for an admissions interview with a faculty adviser.
This appointment is part of the admission process and an admission decision will not be made until after you have met with a faculty adviser.
- Approximately 2 weeks after your interview you will be notified of the admission decision.
- If admitted, you will receive your official admit letter and NEXT STEPS Checklist for information on how to register, financial aid, Webfolio etc.

Remember: If you are applying for financial assistance you will need to submit a Graduate Financial Aid Application on line at www.callutheran.edu/FinancialAid and submit a FAFSA on line at www.fafsa.ed.gov You are encouraged to submit these forms during the application process, however, please be aware that financial aid paperwork will NOT be processed until you have been fully admitted to a program.